



EclipseVox A-Z

Program Outline

Instructor: Jennifer L. Thompson, CCR, CVR-M

The EclipseVox™ A-Z program is designed to provide a comprehensive understanding and training of how an SRE (Dragon) and a CAT system (EclipseVox™) work together to assist one in producing accurate instant speech-to-text translation and production of transcripts as efficiently as possible.

The course is of most benefit to those who are new to realtime technology or those new users or users with minimal training on EclipseVox™ software.

Participants should have a general working knowledge of Dragon and know how to create a user profile. This is not an in-depth Dragon training, but rather how to manage Dragon for use with EclipseVox™. For those needing a more comprehensive training in Dragon, please consider the Voice Writing 101 program.

Cost: \$1,000 (Payment options available)

Program length: 8-10 weeks – 1x per week

Class duration: 2-3 hours per class

Total training/instruction hours: 20+ hours

NVRA CE approved – CE application by individual

EclipseVox™ Training Content

- Working with Dragon, dictation techniques and tips; building and maintaining voice profile, setting options, increasing recognition accuracy and identifying and troubleshooting SRE issues.
- What is a CAT system – purpose and objectives. How voice writing theory, SRE and CAT work together. Intro to Eclipse; Help, support,

navigation, customization, file management. Working with multiple users, settings, speech input.

- Working with vocabularies and dictionaries. Importing and exporting vocabulary, vocabulary building and training for recognition accuracy. Creating and assigning translation dictionaries; types of dictionaries and purpose. Creating, modifying and deleting entries.
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- Working with audio. Windows/Dragon/Eclipse audio identifying audio sources, audio settings and set up, testing and troubleshooting audio issues. Audio playback. Starting a realtime session, practice dictation and reporting procedures.
 - Document setup, creating title pages and templates. Creating block files and working with blanks, list files, and job variables. Embedding graphics and attachments for PDF output.
 - All things editing. Using Eclipse editing tools and utilities. Basic keyboard and cursor movements, audio synchronization, editing modes, auto replacements, globaling, and working with Eclipse's artificial intelligence. Spell check and error lists and job reports.
 - Transcript production & Certification advice and best practices